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CENTRAL INTELLIGENCE AGENCY

Memorandum of Conversation

DATE: 29 March 1957

SUBJECT : Briefing on Some Aspects of CIA Personnel Administration

PARTICIPANTS:

From CIA
Gordon M. Stewart

From National Security Agency

COPIES TO : Deputy Director (Support) - 0&2
Director of Personnel - 1

1. This briefing was arranged to respond to a similar briefing given by the NSA Director of Personnel. The CIA Director of Personnel outlined the place of the Office of Personnel in the organization and discussed the topics of recruitment, appointment procedures, Career Staff concepts, and termination procedures. The CIA system of competitive promotions was discussed in some detail since this is an area in which the NSA Director of Personnel is experiencing some difficulties. Mr. [REDACTED] related some of his problems in exercising reasonable promotion controls and position analysis. CIA strength, disposition, and specific organizational responsibilities outside the Office of Personnel were not discussed.

2. This brief meeting along with others which we expect to have in the future between representatives of our two Agencies should do much towards establishing cordial working relationships in matters of mutual interest. The Director of NSA has been informed of our meetings and is most pleased with the efforts we are making to exchange ideas in the field of personnel administration.

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